

# **BYLAWS – LOCAL 50140 STATISTICAL SURVEY OPERATIONS MANITOBA AND NUNAVUT FIELD INTERVIEWERS**

February 2024

## **Local Bylaw 1: Name**

This organization is known as Local 50140, Manitoba Field Interviewers of the Union of National Employees (UNE), PSAC.

## **Local Bylaw 2: Aims and objectives**

### *Bylaw 2 Section 1*

This local will protect, maintain, and advance the interests of the Field Interviewer employees of Statistics Canada under its jurisdiction.

### *Local Bylaw 2 Section 2*

This local unconditionally subscribes to, and accepts as its governing documents, the Constitution of PSAC and the bylaws of the Union of National Employees.

### *Local Bylaw 2 Section 3*

This local fully supports PSAC in its efforts to improve and protect the wages, salaries and other terms and conditions of employment of all PSAC members.

## **Local Bylaw 3: Membership**

People eligible for membership will be employees of Statistics Canada, Field Interviewers, in the jurisdiction of the local, and are also members of the Union of National Employees of PSAC. The jurisdiction of this local may be as assigned from time to time by the Union of National Employees. In situations where disputes arise regarding jurisdiction, the national executive will be called upon to render a decision.

## **Local Bylaw 4: Membership dues**

### *Local Bylaw 4 Section 1*

The amount of dues payable to PSAC and the Union of National Employees will be in accordance with the provisions of the PSAC Constitution and the bylaws of the Union of National Employees, as determined by each group's respective conventions.

### *Local Bylaw 4 Section 2*

In addition, local dues will be set as a flat rate per member, per month. The local will inform the Union of National Employees of any changes to its dues, with supporting minutes as evidence. (Members may obtain information regarding their local dues on the Union of National Employees website.)

### *Local Bylaw 4 Section 3*

The local may amend its membership dues by a majority vote of its members present and voting at an annual, regular, or special meeting, provided that the local has posted notice of this motion at least 30 days before the meeting date.

## **Local Bylaw 5: Local executive**

### *Local Bylaw 5 Section 1*

The term of office for the local executive will be 2 years.

### *Local Bylaw 5 Section 2*

The executive officers of this local will consist of President, Vice-President, Secretary, Treasurer, Human Rights Representative, Health and Safety Representative and Shop Steward but not be limited to, those listed in Union of National Employees Bylaw 3, Section 4.

### *Local Bylaw 5 Section 3*

The election of the executive officers will follow the following timelines:

Odd years: President, Secretary/Treasurer, Human Resources Officer

Even years: Vice-President, Health and Safety Officer, Chief Shop Steward

*Local Bylaw 5 Section 4*

Vacancies on the local executive that last for less than six months will be filled on an interim basis by the local executive's remaining members. Vacancies that will last for more than six months will be filled by election at a special or general meeting of the local. This meeting can be held no later than 45 days from the date at which the local executive became aware of the vacancy.

*Local Bylaw 5 Section 5*

For the role of the position of local president, see UNE Policy LOC 8.

*Local Bylaw 5 Section 6*

For the role of the position of local vice-president, see UNE Policy LOC 8.

*Local Bylaw 5 Section 7*

For the role of the position of local secretary/treasurer, see UNE Policy LOC 8.

*Local Bylaw 5 Section 8*

For the role of the position of local health and safety representative, see UNE Policy LOC 8.

*Local Bylaw 5 Section 9*

For the role of the position of local human rights representative, see UNE Policy LOC 8.

*Local Bylaw 5 Section 10*

For the role of the position of Chief Shop Steward representative, see UNE Policy LOC 8.

**Local Bylaw 6: Finances**

*Local Bylaw 6 Section 1*

No officers of this local may enter into any financial contractual understanding of agreement without prior approval by the national executive, or incur any expenses on behalf of the local in excess of \$250.00 without the prior approval of a majority of the members present at a regular monthly or special meeting.

### *Local Bylaw 6 Section 2*

For audited annual statements, see UNE Bylaw 5, Section 9.

### *Local Bylaw 6 Section 3*

Locals will approve at least three signing officers, one of whom is normally the Local's treasurer, which will hold signing authority for the local's bank withdrawals. Each cheque issued by the local will carry signatures from two of these officers to be valid. Amendments to these administrative arrangements should be made with the local's bank or credit union after new officers are elected.

## **Local Bylaw 7: Meetings**

### *Local Bylaw 7 Section 1*

The local's elected officers will hold at least six regularly scheduled executive meetings each year. These meetings will be held to ensure the local properly conducts its business on matters such as collective bargaining, labour-management relations, human rights and health and safety promotion, and consideration and maintenance of membership lists.

### *Local Bylaw 7 Section 2*

The local's membership meetings will be held three times a year, including the AGM meeting. Executive will try to ensure the AGM occurs in February, the second meeting in June, before summer break, and the third meeting will occur late October, with the understanding meetings may need to occur in a different month, adjusting for availabilities/schedules. However, the meetings should occur within weeks of the stated months.

### *Local Bylaw 7 Section 3*

Following a 30-day notice of meeting, the quorum for a general membership meeting will be at least 10% of the membership or 6 members in good standing, which ever is greater.

### *Local Bylaw 7 Section 4*

The local's president, a majority of its executive officers, or a petition of at least six of members in good standing may call a special meeting of the local. Reasonable notice of this meeting will be provided; ideally at least 15-days notice.

### *Local Bylaw 7 Section 5*

An annual membership meeting will be held in accordance with the Union of National Employees bylaws for the purpose of receiving annual reports, electing officers, and considering other business.

### *Local Bylaw 7 Section 6*

Elections will be conducted by secret ballot and will proceed in the order of

#### Odd years

President,

Secretary/Treasurer,

Human Rights Representative (could be added to another position)

#### Even Years

Vice-President,

Health and Safety Representative,

Chief Shop Steward (could be added to another position)

### **Local Bylaw 8: Amending local bylaws**

#### *Local Bylaw 8 Section 1*

A local's bylaws may be amended by a two-thirds majority vote of the members present at an annual membership meeting, provided 30 days' notice of the meeting has been issued and posted.

#### *Local Bylaw 8 Section 2*

All amendments and corresponding annual general meeting minutes must be forwarded to the Coordinator of Administration, Union of National Employees.

**For further information related to local issues**, please see:

Bylaw 3, Sections 4,8,14 and 15—Election of Officers

Bylaw 4, Sections 14 – Local dues

Bylaw 5—Money and finances Policy

FIN 2—Financial assistance for locals/members Policy

LOC 8 – Duties of Local Officers